

**CITY OF MENASHA**  
**Administration Committee**  
**City Hall-140 Main St.-Council Chambers-3rd Floor**  
April 7, 2008

**MINUTES**

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**1. CALL TO ORDER**

Meeting called to order by Vice-Chairman Eckstein at 6:45 p.m.

**2. ROLL CALL/EXCUSED ABSENCES**

**A. [Roll Call](#)**

PRESENT: Ald. Chase, Merkes, Taylor, Hendricks, Eckstein, Michalkiewicz

EXCUSED: Ald. Wisneski, Pack

ALSO PRESENT: Mayor Laux, PC Stanke, DPW Radtke, CDD Keil, PRD Tungate,  
PHD Nett, C/T Stoffel, Clerk Galeazzi, the Press

**3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE**

**Minutes to approve:**

**A. [Administration Committee, 3/17/08](#)**

Moved by Alderman Michalkiewicz, seconded by Alderman Chase to approve Administration Committee Minutes, 3/17/08

Motion Carried on voice vote

Results:

**4. DISCUSSION**

**A. [Agreement for Engineering Consulting Services - Vierbicher Associates and authorize signature.](#)**

CDD Keil and PRD Tungate explain with the Council adopting Resolution R-4-08 authorizing participation in the Wisconsin Dept. of Commerce Planning Grant program staff prepared a request for proposal for planning and engineering design services. The RFP was given to several consulting firms. Three firms were interviewed and Vierbicher Associates was selected as the best candidate to do the work. Source of funds to cover the cost of the consulting services will come from funds left in the 2007 Community Development Outside Service Account, the developer, Whitewater Park Study Group and Winnebago County Economic funds.

**B. [Request to recind Personal Property Taxes](#)**

Ald. Chase stated her conversation with C/T Stoffel explained the over tax was an honest mistake and the public needs to know the City is a fair place to do business.

**C. [Request from the Locker Room, 800 Plank Rd., to serve alcohol on their back deck from April 8, 2008 to November 30, 2008](#)**

No Questions or Discussion

**D. [Accounts payable and payroll for 3/20/08-4/3/08 in the amount of \\$1,546,778.63](#)**

Ck. #16260-Roy Rogers-\$112.64 – reimburse for chop suey lunch at Senior Center  
Ck. #16422-Fox Cities Chamber Foundation-\$338.00 – Chamber membership dues for City  
Ck. #16435-Manderfield Bakery-\$15.50 – donuts for Health Dept. event  
Ck. #16222-Airgas North Central-\$5,227.04 – welding equipment for Public Works Facility

**5. ADJOURNMENT****A. [Adjournment](#)**

Moved by Alderman Michalkiewicz, seconded by Alderman Chase to adjourn at 7:30 p.m

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk